



219 North Main Street | Suite 402 | Barre, VT 05641  
(p) 802-479-1030 | (f) 802-479-1835 | [education.vermont.gov](http://education.vermont.gov)

## MEMORANDUM

TO: CFP Team Leaders  
FROM: Consolidated Federal Program Team  
SUBJECT: April 2014 Technical Assistance Alert  
DATE: January, 2013

**USDOE policy from a recent meeting will impact FY14 applications as follows:**

1. Equipment (including iPads):

In the future there will be NO approvals granted for iPads with Title II, Part A funds. As you know we have in the past approved the purchase of a reasonable number of iPads as deemed necessary to conduct the professional learning on the use of the equipment to impact student achievement.

This will no longer be the case. We will continue to fund the professional learning associated with the effective use of the iPads to impact instruction, but you will need to use other funds to purchase any equipment needed.

2. Data Systems:

Purchasing student data systems to manage assessment information is not an allowable use of Title IIA funds. You may use funds to pay for professional learning to assist teachers in using data to improve instruction and student achievement.

In general, teacher data systems that inform decisions on core-content focused or instructionally focused professional development are allowable. Assuming that supplement not supplant requirements are met, Title IIA may pay for professional development to assist teachers in using data, including educator evaluation data, to improve instruction and student achievement. Thus, Title IIA could pay for the part of the program subscription that provides core-content focused or instructionally focused professional development to teachers but not for all the functions of the system,

Case in point: PowerSchool appears to be more of a system for administrators to manage the school environment than to provide teachers and principals with professional development and would therefore not be an allowable Title IIA investment.

### 3. Curriculum Development:

Title IIA funds cannot be used to develop curriculum. Funds can be used to support the alignment of your curriculum to standards.

#### **How to make CFP Investments for a Curriculum Coordinator or similar position**

As you know, over the past several years we have been working on “tightening up” use of administrative funds. This is our attempt to better explain how you can use administrative and investments funds to pay for a curriculum coordinator or similarly named position.

We will use the following lens for reviews of administration and direct investments that apply to curriculum coordinators positions in FY14. Plan to review what you are currently doing and be ready to apply your findings to the FY14 application accordingly.

For a curriculum coordinator or similar position you are allowed to take direct administrative funds in the Consolidated Federal Program application’s *Administration* section based on the amount of time it takes to administer the grant.

This includes the research and development of the application, meeting assurances, evaluation of investments, work on the needs assessment and SWP action plans. The costs must be reasonable and necessary to administer the grant. In deciding what is reasonable and necessary, we look at amount of funds, amount of investments, accountability determinations of member schools, and other related factors.

For a curriculum coordinator position or similar position you are allowed to make a direct investment in the Consolidated Federal Program application’s *Investments* section based on the amount of time to implement professional development plans and activities. Currently a substantial amount of time is spent planning and arranging external PD. Planning for professional learning is not an allowable investment.

This work may include facilitating PLCs, mentoring teachers, facilitating curriculum alignment groups.

Other administrative and program functions of the curriculum coordinator's position should be funded with local dollars.

During review of FY14 applications we will be reviewing direct administrative and direct investment activities based on the curriculum coordinators work in a more systemic way. You will need to be specific as to what the person in the position will be doing in the strategy description so that the team can make appropriate decisions on what is allowable.

### **Vermont Educator Exchange – VE2**

MC Moran has established a group for CFP personnel on Vermont's new website; VE2. We can use this forum to post helpful documents for the good of the order, as well as to discuss a variety of topics including investments, evaluating professional learning, supplement vs. supplant, etc...

You have to go to VE2 and join. It's simple; just follow the directions at:  
[ve2.vermont.gov](http://ve2.vermont.gov)

After you have joined VE2, go to GROUPS and look for CFP – Title II, Part A. You have to request permission to join as this group will be closed to others. I look forward to extending our collegial conversations regarding II-A via this format.

### **Title I Homeless**

The attached paper describes how Title I, Part A of the No Child Left Behind Act (NCLB) and the McKinney- Vento Homeless Assistance intersect and offers strategies for effective collaboration. Also included are specific examples of how the homeless set aside funds can and should be used to assist homeless students achieve in school. (See Attachment)

### **Spring Meeting**

The *Annual CFP Spring Meeting* will be held on Monday, May 20, 2013, at the Killington Grand Conference Center in Killington, Vermont. Please hold the date. Look for email invitation for online registration later on in the year.